

3227

Grant Agreement
by and between the
Wisconsin Department of Workforce Development (DWD)
and the
University of Wisconsin Center on Wisconsin Strategy (COWS)
for activities related to the
Technical Assistance for State Sector Strategies and Career Pathways

This Grant Agreement is entered into for the period August 15, 2009 through August 15, 2010 by and between the Division of Employment and Training (DET) on behalf of the Department of Workforce Development (DWD), whose principal business address is 201 East Washington Avenue, P.O. Box 7972, Madison, WI 53707-7972, hereinafter referred to as the Grantor, and the University of Wisconsin Center on Wisconsin Strategy (COWS), whose principal business address is 7122 Social Science Building, 1180 Observatory Drive Madison, WI 53706, hereinafter referred to as the Grantee.

The Grantor's employee responsible for day-to-day administration of this Grant Agreement is Sue Weber, Bureau of Workforce Training, 201 East Washington Avenue, P.O. Box 7972, Madison, WI 53707-7972. Her business telephone number is 608/266-5453.

The Grantee's employee responsible for day-to-day administration of this Grant Agreement is Laura Dresser, Associate Director, Center on Wisconsin Strategy. Her address is 7122 Social Science Building, 1180 Observatory Drive Madison, WI 53706. Her business telephone number is 608/262-6944.

It is further understood and agreed by both parties through this Grant Agreement by and between DWD and COWS as follows:

I. Purpose

As part of Governor Doyle's GROW Wisconsin agenda, his Workforce Innovations plan and the National Governors Association State Sector Policy Academy, the Department of Workforce Development has advanced the industry sector initiative to fund the convening and industry workforce training. On March 9, Governor Doyle announced a \$5.89 million package of workforce strategies, among which were funds of over \$3 million for sector strategies.

Subsequently, DWD has awarded approximately \$1 million to workforce development boards to convene and train workers in specific industry clusters. To ensure effectiveness and successful implementation, DWD is in need of technical assistance and training to sustain and promote these strategies with local practitioners and leaders.

Related to the state sector strategies, DWD and the Wisconsin Technical College System Board (WTCSB) jointly applied for and received grant funds available under the "Shifting Gears" Initiative of the Joyce Foundation of Chicago, Illinois. The grant contract between DWD and WTCSB in collaboration with other partners provided for implementation of a career pathways development project termed the "Regional Industry Skills Education" (RISE) initiative. RISE will also entail access to technical assistance in advancing career pathways for low income workers within the industry sector initiative and ensuring that such pathways are integrated into sector strategies throughout the state.

The purpose of this Grant Agreement is to make available to COWS Workforce Investment Act discretionary funds to provide technical assistance in support of the industry sector partnership development, including strategies and techniques that best assist the regions to successfully implement and advance sector industry partnership, including the full participation of all required partners.

Additional terms and conditions of the funds made available to COWS through this Grant Agreement are detailed in section III, Additional Terms and Conditions, below.

II. Funds Provided and Related Activities and Deliverables.

\$125,000 is granted under this agreement for COWS developing appropriate training resources and programs, research consultation, and other technical assistance, related to the planning and implementation of the industry sector strategies and the integration of career pathways and bridge models in them.

The Center on Wisconsin Strategy (COWS) will continue to serve as a significant partner and champion of the industry sector strategies effort. COWS will work closely with state leaders on key system reform issues, providing information, research, and vision to help promote reform and system alignment.

Specifically, COWS will support and take the lead on the following activities in 2009 and 2010.

First Quarter (Aug 15 through Oct 15, 2009) Major Activities

In consultation with key stakeholders, develop a training calendar for the year which details audiences, timelines, methods of delivery, key experts to deliver messages. Key audiences identified for training on sector approaches include:

- Successful recipients of WI sector training investments (both in partnership development and in training implementation categories) and other successful industry partnerships in the state identified in the inventory of practice, but not currently funded.
- Key required partners in regions who may not yet be participating in sector strategies.
- Applicants who applied but did not receive funding yet from the state sector initiative.
- State leaders in key departments where understanding of and connection to sector ideas could help develop a stronger resource base for sector work in the state.

The focus of all training will be to build skills, understanding and investment of leaders throughout the state in the states sector strategy initiative.

The training schedule will include not less than the equivalent of 4 one-day training sessions (though if remote or webinar structures are preferred by audiences, the hours of training will be spread across days) and also include some limited identification of places where one-on-one consultation support and training to key partners in the field will be more useful than generalized training.

Oct 2009 – Jan 2010 Major Activities

Implement training and consultation as identified in first quarter. .

Jan – April 2010 Major Activities

Implement training and consultation as identified in first quarter.

April – August 2010 Major Activities

Implement training and consultation as identified in first quarter. Outline year overview report which will detail the number of trainings, participant evaluation, and general sense of the productivity of the training project.

Close Out Major Activities

Complete report on process and training, including identification of training successes, and further training needs.

III. Additional Terms and Conditions

- A. All funding provided under this Grant Agreement is contingent upon availability of funds by DWD from the Department of Labor.
- B. Funding provided under this Grant Agreement is provided for costs outlined in the budget attached to this Grant Agreement.
- C. Laura Dresser will be designated the Principal for COWS research work conducted under this grant, assisted by other COWS staff as provided for in the attached project budget.
- D. Further details of project deliverables and their due dates will be established through periodic assignments or other task assignments requested by DWD or the CWI Executive Committee.

IV. Payment for Services

- A. Payment Process: The Grantor shall make payments to the Grantee in accordance with the following schedule:
 - (1) Grantee must submit an Expenditure Report (invoice) itemizing the total Grantee expenditures related to those services provided in the Agreement and applicable appendix (ces).
 - (2) Prepayments are not allowed.
 - (3) The Grantor shall reimburse the Grantee for all such allowable expenditures that are reported, up to the funding level specified in this Agreement. Payments shall be used for only current agreement period expenses, as defined by the attachment(s).
 - (4) Payments may be reduced or recovered by the Grantor anytime during the agreement period if the Grantor determines that payments have been in excess of reported allowable costs.

B. Expenditure Reports: Claims for reimbursement must be submitted electronically to FinGrants@dwd.wisconsin.gov. The Expenditure Report form is available at <http://dwd.wisconsin.gov/core/forms.htm>. The Grantee is also asked to cc its program manager when submitting its expenditure report: sue.weber@dwd.state.wi.us.

(1) Claims for reimbursement of allowable costs submitted Thursday by 4:30 PM will be paid by Tuesday of the following week. Program expenditures and descriptions of allowable costs are further described in the Department's Workforce Program Guide, Part 1-Administration of Workforce Programs Policy and Procedure Manual or the program policy manual.

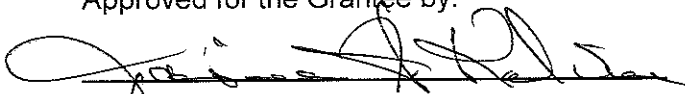
(2) DWD requires all grants to be paid through an Automatic Clearing House payment (direct deposit). ACH payments will be deposited into your agency's account according to your agency's contract terms. To begin receiving ACH payment, complete the ACH form available at <http://dwd.wisconsin.gov/core/> and submit to the address on the form.

(3) The Department can not pay Expenditure Reports that are incomplete. Expenditure Reports that do not contain all required information will be returned to the agency to be completed and resubmitted. Resubmitted claims will be paid with the next regular payment cycle. It is important to fill in all fields, with the CORE Agency Number and the Reporting Period: both month and year, being the most critical. See form details for appropriate file naming conventions.

C. Final Expenditure Report: The Grantee will submit all claims for reimbursement under this Agreement to the Grantor within 60 days of the end of the period as specified in each attachment. Expenses incurred within the agreement period and reported later than 60 days will not be recognized, allowed or reimbursed under the terms of this agreement.

D. Return of the Excess Payments: The Grantee will return to the Grantor any funds paid to the Grantee in excess of the allowable costs of services provided under this Agreement within 30 days of notification by the Grantor. Allowable costs are defined by the Department's Workforce Program Guide, Part 1-Administration of Workforce Programs Policy and Procedure Manual, Section III-Fiscal Requirements and the attachment(s) to this Agreement. If the Grantee fails to return funds paid in excess of the allowable costs of the services provided, the Grantor may recover any money paid in excess of the conditions of this agreement from subsequent payments or may recover such funds by any legal means.


Approved for the Grantee by:



for: Cheryl Gest, Admin. Officer
Research & Sponsored Programs
University of Wisconsin
Center on Wisconsin Strategy

Janice H. Kalvin, Admin. Officer
Research & Sponsored Programs

Approved for the DWD by:



Ron Danowski, Administrator
Division of Employment and Training
Department of Workforce
Development

Date

10-20-09

Date

9/27/09

Agency: UW_Madison COWS		Agency Code: BS		
Project name: Tech Assistance for State Sector		Contract Period: 08/15/09-8/15/10		
CORe Line Code Names:	Line Code Number	Contract Amount	Contract Change Amount	New Contract Level
STW SSI Tech Asst – Salaries/Fringe	2930			\$ 88,929
STW SSI Tech Asst - Other	2931			\$ 36,071
Reporting Contract Code TOTAL	0932/2932			\$ 125,000

Log # 3227

BUDGET

DWD – UW/COWS Grant Agreement for Technical Assistance for State Sector Strategies and Career Pathways

Salaries & Wages	\$65,872
<i>Principal Investigator</i> \$7,651	
<i>COWS Senior Associate:</i> \$5,753	
<i>COWS Outreach Specialist:</i> \$25,000	
<i>COWS Senior Researcher:</i> \$4,167	
<i>COWS Program Assistant:</i> \$16,451	
<i>COWS Support Staff:</i> \$6,850	
Fringe Benefits	\$23,057
<i>Principal Investigator (@ 38.5% fringe rate):</i> \$2,946	
<i>COWS Senior Associate (@ 38.5% fringe rate):</i> \$2,215	
<i>COWS Outreach Specialist (@ 38.5% fringe rate):</i> \$9,625	
<i>COWS Senior Researcher (@ 38.5% fringe rate):</i> \$1,604	
<i>COWS Program Assistant (@ 24.5% fringe rate):</i> \$4,030	
<i>COWS Support Staff (@ 38.5% fringe rate):</i> \$2,637	
Equipment & Other Capital	
Supplies	\$1,767
Travel	\$8,000
Other Direct Charges	\$10,000
<i>Computing Services:</i> \$2,000	
<i>Tuition remission for Program Assistant:</i> \$8,000	
Direct Costs	\$108,696
Indirect Costs (15.00% of TDC)	\$16,304
Total Costs	\$125,000